

ATTACHMENT C**COMMONLY USED BUDGET OBJECT CLASS CODES AND SENSITIVE PROPERTY**

Below are budget object class codes that must be included on your charge card statement along with the travel authorization number and project account number. This list does not include all codes, just those that you are most likely to need. A more complete listing of these codes can be found at <http://wcp.den.nps.gov/assets/boc04.pdf>.

Default Code (Office Supplies and Materials)	261A
1. Non-Foreign ATM Travel Advance Expense	211A
2. Non-Foreign Commercial Transportation	211C
3. Non-Foreign Other Incidental Expenses (Fuel for Rental Vehicles)	211I
4. Non-Foreign Local Travel	211L
5. Non-Foreign Passenger Vehicle Rental	211R
6. Non-Foreign Taxi Fare	211T
7. Space Rental Payments (Conference Room Rental)	232A
8. Postage	233G
9. Express Mail	233J
10. Equipment Rental	233L
11. Print and Reproduction – Commercial	242A
12. Training/Conference Registration Fees	252T
13. Medical and Health Care Services	256M
14. Repair and Maintenance – Vehicle	257D
15. Repair and Maintenance – Equipment	257I
16. Subsistence and Lodging	258A
17. Office Supplies and Materials	261A
18. Motor Vehicles Supplies and Materials	261M
19. Books	262A
20. Library Materials Not Books	262J
21. Information Technology Supplies and Materials	263O
22. Building Supplies	264A
23. Employee Supplies - Safety	265S
24. Non-Capitalized – Non-Controlled Equipment	312B
25. Non-Capitalized – Information Technology Software	312D
26. Artifacts and Artwork (Graphics also)	312X
27. Refunds	441A

SENSITIVE PROPERTY

1. Computers	5. Camcorders	9. Motorcycles
2. Printers	6. Cars	10. Motor Scooters
3. Monitors	7. Trucks	11. Boats
4. Cameras	8. Vans	